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B-02/03-2
TSST

Date: January 23, 2003

To: County and District Superintendents of Selected Schools and Programs Participating in the Digital High School Program

From: Susan Lange, Deputy Superintendent
Finance, Technology and Administration Branch

Subject: Budget Update - Digital High School Technology Support and Staff Training Grant Program

This memorandum provides information on the funding status for the Digital High School Technology Support and Staff Training (TSST) Grant Program for fiscal year 2002-2003. The Governor's Budget for 2003-04 (released January 10, 2003) does not propose funding for the TSST program for fiscal years 2002-2003 or 2003-2004. The TSST grant is the optional second portion of the Digital High School (DHS) Education Technology Grant Program that was last funded in the 2001-02 State Budget.

Due to the lack of funding during fiscal year 2002-03, districts will not be required to apply for TSST funds by April 1, 2003, as previously mentioned in the October 18, 2002, memo. After the fiscal year 2003-2004 State Budget is approved (usually on or after July 1, 2003), our office will notify districts if funding for the TSST program is restored and will also send out instructions for applying for funds, if appropriate.

General information regarding the TSST grant program can be accessed from the California Department of Education (CDE) Web site at www.cde.ca.gov/digitalhigh.

To assist sites that are in the various phases of the DHS Program understand any possible next steps, following is a summary for each:

1. **For Year 4 schools that are certifying completion of the installation grant phase of the DHS Program:**
 - Districts must submit final expenditure reports no later than April 1, 2003. The required forms (Form DHS-30 and DHS97/01-GOB) must be submitted to CDE prior to the release of the final ten percent of the installation grant. These forms

are available for downloading from the DHS Web site at www.cde.ca.gov/digitalhigh.

- CDE will **not** post the downloadable Form DHS-40 to the DHS Web site by March 1, 2003, as previously stated in the October 18, 2002, memo because funding for this program is not available for 2002-03.
 - CDE must have confirmation that the district has either a current county office of education-approved E-rate plan or a local governing board-certified education technology plan by April 1, 2003. To determine if your district has already met this requirement (county offices of education are not required to satisfy this requirement), refer to the Education Technology Web site at www.cde.ca.gov/edtech/techplancert.htm. The table titled "District Education Technology Certification Status" must list your district as "Certified" under the column heading "Certification Status."
 - The School Technology Survey must be completed by March 30, 2003 (refer to the Education Technology Web site at www.cde.ca.gov/edtechsurvey/index.html).
2. **For schools that previously qualified for TSST**, no further action is required at this time. CDE will **not** post the downloadable Form DHS-40 to the DHS Web site by March 1, 2003, as previously stated in the October 18, 2002, memo because funds are not available for fiscal year 2002-03. Districts will be notified after July 1, 2003, if funding for this program is restored in the 2003-04 State Budget.
3. **For new high schools (opened after October 2000) that could qualify for TSST under the provisions of Assembly Bill 99**, no further action is required at this time. The AB 99 Certification of Eligibility form will **not** be sent to districts this month as previously stated in the October 18, 2002, memo because funds are not available for fiscal year 2002-03. Districts will be notified after July 1, 2003, if funding for this program is restored in the 2003-04 State Budget.

If you have any questions or need additional information, please contact Estella Johndreau at (916) 323-1552 or Mary Sprague at (916) 323-5216, in the Education Technology Office.

SL:nse

Attachment

cc: Principals of Selected Sites
CTAP Directors